

<h1>横須賀基地空席広報</h1> <h2>VACANCY ANNOUNCEMENT</h2>		広報番号 : Announcement No.	SRFJPMC-147-09
		募集締切日: Closing Date	26 Aug 09 1 st Cut-off: 15 Jul 09 2 nd Cut-off: 5 Aug 09
		発行日: Date of Issue	25 Jun 09
1.職種名 Job title (等級 Grade <u>7</u> / 語学等級 LAD <u>4</u>) Engineer (Mechanical), #525 (技師職 <機械>) 受諾可能な下位等級 Acceptable Trainee Level: 1-5 <input checked="" type="checkbox"/> 事務系 <input type="checkbox"/> 技能系 <input type="checkbox"/> 保安系 <input type="checkbox"/> 医療系 Administrative Blue Collar Trade Security Medical		募集人数 No. of Recruitment 1 名	4.募集範囲 Area of Consideration <input checked="" type="checkbox"/> 現 MLC/IHA 従業員 (部隊内) Current MLC/IHA Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide <input checked="" type="checkbox"/> 外部 Off Base Applicant
2.部隊 Activity U. S. Naval Ship Repair Facility & Japan Regional Maintenance Center, Yokosuka (SRF-JRMC) Lifting & Handling Department (C-700), Technical Division (C-710), 勤務場所 Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka		5.雇用の種類 Type of Employment <input checked="" type="checkbox"/> MLC <input type="checkbox"/> IHA <input type="checkbox"/> HPT <input checked="" type="checkbox"/> 常用 Permanent <input type="checkbox"/> 限定 Limited Term (<u> </u> ヵ月 Months)	
3.勤務時間 Work Schedule (週 <u>40</u> 時間制 hrww) 勤務日 Work Days : 月曜日 – 金曜日 勤務時間・休憩 Work Hours/Recess Period 08:00 – 16:45/12:00 – 12:45 <input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input checked="" type="checkbox"/> 出張 Business Travel			
6.職務内容 Duties See the attached sheet.			
7.資格要件／身体条件 Qualification / Physical Requirements a. One year of specialized technical or administrative work experience equivalent at 1-6 level in the related work. If applicant does not have such specialized experience, possession of doctorate degree in accredited graduate school in a related field may qualify him/her at 1-7 level. b. Must be a college or university graduate with specialized education in mechanical engineering field OR possess an official engineering license in a related field. c. Knowledge of professional mechanical engineering concepts, principles, methods and practices to the maintenance and repair of lifting and handling equipment. d. Knowledge of Design, In-Service Engineering, and Safety and Quality Assurance divisions of NCC to develop working relationships and consistent solution to Navy-wide lifting and handling problems.. e. Skill in verbal and written communication sufficient to maintain good working relationship with both inside and outside the immediate organization. f. Ability to analyze procurement specifications for crane designs. g. Ability to take a lead for major equipment installations including problem solving by adaptation of standardized guides and criteria for the best technical solution. h. Ability to speak, read and write English at exceptional proficiency level (LAD-4). *An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below. 1-6: a. One year of specialized technical or administrative work experience equivalent at 1-5 level in the related work. If applicant does not have such specialized work experience, possession of masters degree in a related field may qualify him/her at 1-6 level. 1-5: a. One year of clerical, technical, or administrative work experience equivalent at 1-4 level in the related work. If applicant does not have such work experience, completion of 4-years college/university in a related field may qualify him/her at 1-5 level. In addition, qualification #b for 1-7 level is also required at 1-6 and 1-5 levels. *A handicapped applicant may be accepted, depending on the degree and kind of disability.			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input type="checkbox"/> 上級 Advanced <input checked="" type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : See block 7&8		免許証／修了証 License/Certificate Required : See block 7&8	

8. 提出するもの Application and Associated Documents	職務状況 Working Condition
<p>*<input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement</p> <p>*<input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience</p> <p>*の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらでも Either</p> <p><input type="checkbox"/> 運転免許証の写し Copy of Driver's License</p> <p><input checked="" type="checkbox"/> 大学卒業証明書又は卒業証書の写し（機械工学科）又は関連分野における公的な免許状の写し Copy of certificate of educational background (major in Mechanical Engineering) OR official license in a related field.</p> <p><input checked="" type="checkbox"/> 英語の能力を証明するものの写し Certificate of English Proficiency (Copy)</p> <p><input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.)</p> <p><input checked="" type="checkbox"/> 日本国籍以外の方は、外国人登録証及びパスポート/査証のコピー For non-Japanese citizen applicant, copy of Alien Registration and Passport/Visa Copy</p>	

9. 応募書類提出先 Office to Submit		
<p>内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違えの無い様、郵送/提出して下さい。募集締切日必着。（HRO 日本人雇用課ゲート事務所カウンター下の応募用紙提出箱へは午前 0600 時より、午後 0600 時まで提出可能です。） Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement. (Application Drop Box under the HRO Gate Office counter is accessible from 0600 to 1800.):</p> <p>（注意）上記項目 4 番の“募集範囲”が現 MLC/IHA 従業員の場合、外部（非従業員）からの応募書類は無効となりますのでご注意ください。 When item #4, “Area or Consideration” above shows “Current MLC/IHA employees” only, Off Base applicants will be rated ineligible.</p> <p>1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to: 〒238-0001 神奈川県横須賀市泊町 1 番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22 米海軍横須賀基地日本人雇用課 (N132) COMNAVFJORJAPAN, Human Resources Office (HRO) Yokosuka 内線/Extension 243-8152 JN Employment Division (N132)</p> <p>2. 外部（非従業員）提出先 Off Base Applicants must submit to: 〒238-0011 神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka (独)駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA 管理第一係 Management Section 電話番号 Phone 046-828-6959 受付時間：月曜—金曜、0830-1730（日本の祭日を除く） Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays) *雇用条件等のご質問はこちらにお問い合わせ下さい。 Please contact LMO/IAA for questions on conditions of employment.</p>		
事務処理欄 For Official Use		
募集部隊担当者 Activity POC : SRFJPMC, Manpower Division (Code 1160), 軍電 (DSN) 243-4553 / 4554		
PD No.: SRFJPMC-710-010	PD is accurate and current. Certified by Activity: pw	HRO: (6/17)mm6/18 ms 6/18

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.
提出された応募書類はお返ししません。 Submitted applications will not be returned.

TASK LIST FOR ENGINEER (MECHANICAL) 1-7

General: The incumbent reports directly to the Lifting and Handling Technical Division Head (C710) and is responsible for work involving the negotiation, administration, and settlement of contracts and subcontracts to include high-dollar value and highly-complex contracts. The work requires application of engineering concepts, principles, and practices, as they pertain to mechanical engineering principles, practices and methods in the maintenance, repair, design, and installation of lifting and handling equipment. The incumbent will work directly with SRF Department supervision, other engineers, shop supervision, and tradespersons to develop and communicate engineering reports.

The incumbent is required to be abreast with Navy Crane Center (NCC) Safety Advisories, Equipment Deficiency Memorandums, NAVFAC Weight Handling Equipment Manual (P-307), and Department of Defense Federal Acquisition Regulations that have an effect on equipment procurements and installations. Converses on a regular basis with the Design, In-Service Engineering, and Safety and Quality Assurance divisions of NCC. Develops working relationships with other Navy Crane Departments to develop consistent solutions to Navy-wide lifting and handling problems.

Duties and Responsibilities:

1. Documentation Maintenance 5%
Establishes and maintains working library of reference materials required by the Technical Division. Materials include manuals, handbooks, technical publications, reports, bulletins, catalogs, standards, specifications, design criteria, past work packages, and contracts with lessons learned to enable repeat successes.
2. Equipment Evaluation 15%
Develops, directs, and schedules projects that are critical to the SRF-JRMC mission. Provides specialized expertise to the weight handling maintenance shop, and the quality assurance, inspection and test group on documentation requirements, crane test procedures, and instruction interpretation.
3. Equipment Procurement 30%
Develops scope of work and reviews Code 730 cost estimations. Reviews crane designs against Navy Crane Center safety advisories and equipment deficiency memorandums. Regularly confers with code 730, Shop 72, and Code 720 to monitor equipment inventory for optimization.
Performs in-depth analysis of contractor's proposal submission and reviews scope growth, incurred costs, bid proposals, progress payment requests, price determinations, performance period, independent government estimates, and procurement specifications. Routinely performs market analysis and surveys to assess latest lifting and handling technologies on the market. Acts as liaison between SRF-JRMC Code 700 and NAVFACFE and FISC to monitor procurement schedules, specification development, and the award schedule. Provides liaison and contract support for procuring activities such as NAVFACFE, FISC, PSNS, NCIS, USNH, and DDYJ.
4. Equipment Installations 30%
The incumbent is the team lead for major equipment installations, stays abreast of all current crane technologies, and is responsible for coordinating contractor delivery/installation schedules with the SRF-JRMC production shops. The incumbent

evaluates the contractor's compliance with procurement specifications and has final review on scope of work and cost estimations. The work often requires consideration of several alternative approaches to problem solving to arrive at the best technical solution and sometimes require adaptation to standardized guides and criteria.

Performs calculations to determine the strength of various crane components. When alterations of crane components occur to resolve deficiency, recommends material type, design and method of installation including, dimensional analysis, cad drawings, and mathematical resultants.

5. Strategic Planning

20%

Performs periodic reviews of crane inventory to assess current condition for optimization, replacement, and renewal of the equipment. Works with Shop Heads, Group Masters, and Foremen to develop and maintain the SRF-JRMC crane procurement plan. Works closely with the facilities manager to stay abreast of facility renovations, refurbishments, and replacements in order to gain insight into crane inventory additions or reductions due to milcon/JFIP projects. Coordinates post equipment installation conference to gather lessons learned from NAFACFE, FISC, user shops, contractors, and Code 700 personnel.

Must be a college university graduate with specialized education in mechanical engineering field or possess an official engineering license in a related field.